



**THE U.S. ARMY OFFICER CANDIDATE SCHOOL**  
**HALL OF FAME**  
**POSTHUMOUS NOMINATION CRITERIA AND PROCEDURES**



1. The Hall of Fame is intended to honor graduates of the Officer Candidate School Program who have distinguished themselves in military or civilian pursuits. The Hall of Fame is an honor bestowed upon deserving individuals that have reflected great credit upon the federal and state OCS programs as an alumni or by direct interaction with the program. Selection to the OCS Hall of Fame places an individual in a group recognized as equals which include a former Vice President of America as well as valorous newly commissioned officers that gave their life so others might live.
2. **The criteria below is intended for alumni killed in action or service to the nation during their life and are deserving of continued honor though no longer living. Criteria and procedures for nominating living alumni are on a separate document.**
3. The criteria and procedures below are for nomination. Fulfilling any or all criteria below does not guarantee selection.
4. The **CRITERIA FOR NOMINATION** are as follows:
  - a. Commissioned from any component Army OCS program and accomplished one of the following:
    - (1) Awarded the Medal of Honor or Distinguished Service Cross.
    - (2) Elected or appointed to an office of prominence in the national or state government.
    - (3) Achieved national or state recognition for outstanding service to the nation.
    - (4) Attained an exceptional wartime service record.
    - (5) Attained the rank of Colonel while serving on active duty or the reserves.
5. Due to the nature of a posthumous nomination, it is often difficult to obtain all of the information that is required when the soldier is still living. Much of the information can be obtained through the National Personnel Record Center, located in Saint Louis, Missouri, or by submitting a Standard Form 180. The SF 180 can be downloaded with instructions at <http://www.archives.gov/veterans/military-service-records/standard-form-180.html>. The NPRC reports processing times for DD-214 forms within 10 days; more extensive requests may take up to 6 months or more to complete.
6. If the alumni you are nominating separated from the Army between 1 November 1912 and 1 January 1960, there is an 80% chance that their records were lost in a fire that occurred in 1973 at the NPRC. For more information, go to <http://www.archives.gov/st-louis/military-personnel/fire-1973.html>.
7. The Hall of Fame officer will work with each posthumous nominee's nominator to provide the maximum amount of the following information to the Board:
  - a. Name, grade
  - b. Complete mailing address, work and home phone number
  - c. Email address
  - d. DD 214
  - e. Graduation date, class number, and the school attended
  - f. Copy of OCS graduation orders, commissioning certificate or diploma
  - g. Copy of Colonel Promotion orders and date of rank
  - h. Description of military or civilian distinctions if appropriate. Include all documents which support achievements.
  - i. Privacy Act Waiver (Signed by NOK)

# OCS HALL OF FAME

## NOMINATION CRITERIA & PROCEDURES

- j. Typed Biographical Sketch (Pre-formatted document preferred)
- k. Two 8"x10" and two 5"x7" Color photo prints in Army Service Uniform, Class A uniform, or business suit.\*
- l. Signed Hometown News Release\*\* (Signed by NOK)
- k. A filled out copy of your Induction card. You will receive your card template prior to induction ceremony for confirmation of accuracy and your approval.
- m. Letter(s) of Recommendation from: Nominator, Classmate, Peer, etc.

\* Photo constraints are minimal. Expected to be as similar to requirements as possible. At minimum picture must be of nominee.

\*\* Hometown news release is only used to legally provide your picture and a 20-30 word biography to the Ft. Benning Bayonet and Saber for the HoF Induction Article. Your personal information, to include address, contact information, etc. will not be shared to any publication.

- 8. Contact information for nominee will be substituted with that of the nominator and nominee's Next of Kin.
- 9. Requests for exception to policy of the criteria will be considered on a case by case basis by the Commandant of the 3-11<sup>th</sup> IN (OCS) BN.
- 10. A voting board is used to select nominees to be inducted into the Hall of Fame. The Board consists of the Commandant, USAARMS; Commandant, USAIS; 199th Infantry Brigade Commander; 4-5 qualified retired OCS HOF members; Commander, 3<sup>rd</sup> BN, 11<sup>th</sup> Infantry Regiment, and the Commanding General, MCOE. A majority vote is required for selection. The Commanding General, MCOE, has the final vote for any split decision. Selection is not guaranteed. Results will be posted on the OCS webpage <http://www.benning.army.mil/infantry/199th/ocs/> and the OCS Alumni Association Page [www.ocsalumni.org](http://www.ocsalumni.org). Nominees will be notified immediately by phone and by formal notification sent by Official USPS mail.
- 11. Nominations or further inquiries for the Hall of Fame should be submitted to:

For immediate contact:  
Staff Duty Inbox and Phone  
[usarmy.benning.tradoc.mbx.311-sdo@mail.mil](mailto:usarmy.benning.tradoc.mbx.311-sdo@mail.mil)  
706-545-9161

For packet and document mailing:

Commander  
3rd Battalion (OCS) 11<sup>th</sup> Infantry Regiment  
ATTN: S-3  
HALL OF FAME ACTION OFFICER  
6510 McVeigh Drive, Bldg 76  
Fort Benning, GA 31905-4433

- 12. All documents, except the photo prints, may be submitted via email in PDF format. OCS will use encrypted email when sending any outgoing traffic containing personal identifiable information (PII). OCS is not responsible or liable for the security of your chosen email provider when sending or receiving emails. All emails will be responded to in a timely manner. If you do not receive a response within 72 hours, we suggest verification via telephone.